

# Retention and Classification Report

**Agency:** Plymouth Cemetery Maintenance District (Utah) (2128)

P.O. Box 202  
Plymouth, UT 84330

**Records Officer**

28147 Lot records

**AGENCY:** Plymouth Cemetery Maintenance District (Utah)

**SERIES:** 28147

3

**TITLE:** Lot records

**DATES:** ca. 1874-

**ARRANGEMENT:** Alphanumerical by section, row, plot, and space and alphabetical by name of deceased.

**DESCRIPTION:**

These books or files contain the exact location of all persons buried in the cemetery. They include plot, lot, grave location, and lot ownership record.

**RETENTION AND DISPOSITION AUTHORIZATION:**

Retention and disposition for this series is authorized by Archives general schedule CNT 14, Item 43.

**AUTHORIZED:** 09/11/2015

**FORMAT MANAGEMENT:**

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in Office permanently.

Microfilm master: Retain in State Archives permanently with authority to weed.

Microfilm duplicate: Retain in State Archives permanently with authority to weed.

Computer data files: Retain in State Archives permanently with authority to weed.

**APPRAISAL:**

Administrative Historical Legal

This series has legal and historical value as documentation of plot ownership and the identity and location of burials in the cemetery.

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**SERIES:** 28147

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(continued)

**PRIMARY CLASSIFICATION:**

Public